

Developing the Planning Team

Worksheet



The following questions will help guide you during the development of the planning team

- Which agencies are currently involved in domestic violence cases in the criminal justice system from initial system contact through disposition?
- Which agencies are currently involved in domestic violence cases in the family/civil court system?
- Which programs are used as part of sentencing (i.e. batterers accountability programs, substance abuse programs and/or mental health programs)?
- Are there programs or initiatives that, if added, would enhance services for victims or defendants/respondents/offenders (for example, culturally competent specialized services to victims from different regions, victims with disabilities, elder abuse victims)?
- What kind of staff from each agency should participate in planning meetings, i.e. line staff, senior staff, or a combination? Is there a particular liaison with specialized knowledge that should be included?
- Which agencies could cause difficulties later on if not included up-front?
- Once stakeholders are identified, what is the best strategy for approaching them? What kind of commitment will being part of the planning team entail? What information will stakeholders need to provide to participate in the planning process? Can each agency dedicate an appropriate staff member (senior, line staff, etc.) to the planning process?
- Is the agency willing to provide an overview of services and a site tour (if appropriate) to court staff and stakeholders?
- Is the agency willing to participate in relevant trainings?
- Will the agency participate in developing the court planning document, including creating a stakeholder's statement that delineates services and protocols?

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1

Developing Stakeholder Statements

Worksheet **B**

- 1) What is the mission of the stakeholder agency?

- 2) What services or programs does the agency provide to victims or defendants/respondents/offenders? Attach an organization flowchart for reference.

- 3) How are these services or programs delivered?

- 4) How does the agency currently receive referrals? At what points in the criminal or civil court process does the agency have contact with victims?

- 5) How does the agency communicate with the court?

- 6) What are the agency's confidentiality policies?

- 7) What are agency-identified gaps in the criminal justice system and/or civil court system with respect to domestic violence cases?

- 8) Which other organizations does the agency work with and how are services coordinated?

- 9) How does the agency envision the domestic violence court providing assistance or changing agency practices?

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GUIDELINES FOR DEVELOPING A DATA COLLECTION AND ANALYSIS PLAN

Activity 1 **Current Status of Domestic Violence Case Handling**

A brainstorming session is helpful in determining your areas of inquiry. Below are some sample questions:

- How many reports of domestic violence occur annually within our jurisdiction? (For example, how many orders of protection/restraining orders are requested, how many police reports filed, how many domestic violence cases docketed?)
- Of the reported incidents, how many result in a final order of protection/restraining order and/or conviction? Which courts grant these orders?
- Does the jurisdiction have a well-coordinated response to domestic violence? Do criminal justice agencies communicate on a regular basis?
- Do civil court and victim service agencies communicate on a regular basis? Is there a domestic violence task force in our community and, if so, do members of the court system participate?
- Does the court impose sentences that include court-mandated conditions on non-incarcerated defendants/respondents/offenders (i.e. batterer accountability programs)? Are these programs used as a tool for monitoring and ensuring accountability, or are they used to divert offenders from a criminal justice sanction?
- How are offenders currently monitored for compliance with court mandates? How do programs communicate with the court regarding compliance?
- What are the sentencing outcomes for those convicted of domestic violence? (For example, how many defendants go to prison? Receive jail time? Receive split sentences? Receive deferred sentencing? Serve probation time only?)
- What resources are available for victims of domestic violence and their children in our jurisdiction? How do victims access those services? Are services on-site in court? Are there fees or waiting lists that impede access to services?
- What type of legal victims' representation is available to parties involved in domestic violence cases? Please specify for each type of litigant: defendants/respondents/offenders, victims/petitioners, children.
- How is the victim notified when the offender is released from jail?
- Is our courthouse safe for victims?

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Activity 2 **Priorities for Court Planners**

After completing the brainstorming process, the team should condense the list of questions into ten priority categories to facilitate realistic data collection. Sample categories include:

- What are our current monitoring practices?
- What resources are available to victims, and how do victims access these services?
- How does a case progress through our system?

The team may choose to modify and add questions during this stage in the process.

Activity 3 **What Information Will Be Collected?**

Next, develop a list of the data elements needed to answer each prioritized question.

Example: What are our current monitoring practices?

Data elements needed to answer this question include:

- Does our court currently have a compliance part? If so:
 - > Who is mandated to appear in it?
 - > What is the caseload?
 - > How frequently do defendants/respondents/offenders appear in the part?
- Does our court mandate defendants/respondents/offenders to programs? If so:
 - > How many defendants/respondents/offenders are mandated to programs?
 - > How many programs are used by the court?
 - > Is program compliance monitored by the court?
 - > How frequent is the communication between the program and court?
 - > What are the sanctions (if any) for non-compliance with court mandated programs?

Activity 4 **How Will The Data Be Collected?**

Develop an instrument such as a form, survey or questionnaire to gather the data. Center staff will provide your team with a sample instrument upon request.

Activity 5 **Who Will Collect the Data, and When Will the Data be Collected?**

After finalizing the data collection instrument, determine who will collect the data from each agency, when it will be collected and who will be responsible for receiving and organizing the data. Questions to consider when making this decision include:

- Who has access to the best sources of each type of data?
- Who has the time and ability to collect the data?
- When does the team need the data to proceed with the analysis and implementation plan?

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Activity 6 Deliverables

Type up your results when each step of this process is complete in order to create a useful planning tool. Your document should include a summary of:

- Court and relevant stakeholder policies that pertain to domestic violence cases;
- Court and relevant stakeholder domestic violence case practices not codified in written policy;
- Current resources available to the court, including a description of those resources; and
- The team's data collection priorities and plan, including what will be collected, how it will be collected and by whom.

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One of the most effective ways to develop an understanding of your current practices is to develop a system map. System mapping involves diagramming all the steps of court processes, beginning with either a filing or police contact and ending with the case being disposed. In addition to detailing the case processing, a system map should include the following pieces of important information:

- The major steps and key decision points in the system.
- The key decision makers at each point in the system.
- The amount of time it takes a case to move from one point to the next.
- The volume of cases moving through (or leaving) the system at each point.

Center staff will provide your team with a sample system map upon request.

GUIDELINES FOR DEVELOPING A SYSTEM MAP

Preparing to Develop Your System Map

- Have plenty of flip chart paper and masking tape available. Place several sheets of paper lengthwise on a long, blank wall.
- Select a facilitator to guide the team through the process.

Creating Your Map

- 1)** Identify the first step in the case-flow process from the time of the domestic violence incident. Place this at the beginning of the map inside the appropriate shape (see key and shape definitions below).
- 2)** Continue discussing and drawing each subsequent step (and placing them in the appropriate shape) until the entire process is diagrammed.
- 3)** Draw arrows from one step to the next. Use solid lines between those steps guided by formal policy or procedure. Use dashed lines between those steps guided by informal practices.
- 4)** Review each decision point on the system map. Note the decision makers involved at each point.
- 5)** Consult with others outside your team, if necessary, to complete the map. (This process may highlight key parts of the system not represented on your collaborative team.) If you need to consult outside sources, first complete as much of the system map as possible, given the expertise of the team, then identify others who can help fill in the gaps later.
- 6)** Label each step in the process with a consecutive number after the diagram is complete. This will make it easier to refer to individual steps when discussing the map.

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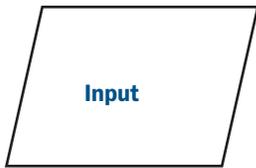
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- 7) Add quantitative information to your map after your case flow process is fully diagrammed. This quantitative information should consist of the volume of cases that pass through this system during a given time period and the average amount of time it takes for a case to move from one point to the next.
- 8) Deliverables: Type up your map when complete and finalized so it can be a useful planning tool.

Shape Key and Definitions



Input
The initial step in the process.



Process
Each step in the process that is not a decision point.



Decision Point
Steps in the process where more than one outcome is possible.



Terminus
The final step in a stream of activity that terminates all other actions (e.g., “case closed”).

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Gathering Information on Formal Practices

Worksheet



Public policy is typically rooted in federal and state law, county code, case law, individual agency regulations and memoranda of understanding between multiple organizations. An assessment of current policy in regards to domestic violence case flow should include the identification of all of these operating guidelines.

GUIDELINES FOR GATHERING INFORMATION ON FORMAL PRACTICES

- 1)** Make a list of all the federal, state, and local statutes and case law that pertain to domestic violence in your jurisdiction.
- 2)** Compile any formally developed policies of the court and its stakeholder agencies regarding criminal and/or civil domestic violence cases.
- 3)** Review your system map. Pay particular attention to the decision points in the system that are guided by formal policy. Make a list of all the agencies that make or influence decisions about criminal and/or civil domestic violence cases in your jurisdiction.
- 4)** Interview individuals from the identified agencies to determine the factors that influence their decisions. Strive to understand how and when decisions are made and what influences those decisions.
- 5)** Analyze and compile your findings into a written report. This analysis should describe the current policy environment and serve as a tool to assess those policies that need review in greater detail or points in the system that require further policy guidance.

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Gathering Information on Informal Practices

Worksheet



In order to best understand local practice, it is important to have a clear understanding of what local resources exist in your community. Identifying and analyzing existing community resources will be necessary to gain a complete picture of your jurisdiction's response to domestic violence. Your assessment of current practice should therefore include key court stakeholders, such as the police department, the district attorney, the defense bar, probation, victim service agencies, batterer programs and other service providers.

In many jurisdictions, informal practice frequently arises to address roles and actions that are undefined in formal policy. Some of this practice emerges from deliberate intent, and other practices simply evolve over time. Because it is often easier to adapt and change informal practice, understanding this area will be key to the team's planning and implementation process.

QUESTIONS TO CONSIDER REGARDING RESOURCES AND INFORMAL PRACTICES

- 1)** What are the available services in your community? Who will they serve? Some of these resources will be within the criminal justice system (e.g., prosecutor's office victim advocate, a specialized domestic violence probation officer) and some will be provided by community partners (e.g., community-based domestic violence services and legal assistance, supervised visitation services, substance abuse and mental health treatment, batterer accountability programs).
- 2)** Is your inventory of resources exhaustive? It will be helpful to create a matrix to collect specific information about each resource/agency. At a minimum, identify the specific services available, including their accessibility, cost (if applicable), duration, eligibility requirements, capacity (for both the present and future), ability to provide liaisons to the court, capability of providing consistent reporting, extent of current use, strengths, and weaknesses. Review the findings with your team to assess the resource inventory for completeness and to identify the overlaps and gaps in your current array of resources. Make this chart available so that the information can be shared with judges and other stakeholders.
- 3)** Who is making decisions which influence your community's response to domestic violence? What are these decisions based upon? Strive to understand how and when informal practices are made and what influences these decisions. For example, prosecutors may have a policy of declining to prosecute any cases for which the complaining witness is unavailable.
- 4)** Compile your findings into a written report. Your analysis should describe the current environment of informal practice and serve as a tool to assess those practices that need to be reviewed in greater detail or points in the system that require further policy guidance.

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WHAT IS A SWOT ANALYSIS?

SWOT Analysis is a powerful tool for understanding your court's Strengths and Weaknesses, and for looking at the Opportunities and Threats that relate to the court's response to domestic violence.

The activities involved with this analysis will provide your team with a clear picture of the internal and external context of your court and community's response to domestic violence and provide guidance on how to proceed in the planning process.

This tool will also help you determine how to use the court's internal strengths to manage threats (such as high caseloads or a shortage of accountability programs) and it will identify weaknesses to address. This process will increase the likelihood of success by identifying new strategies and opportunities for the court.

At the end of a SWOT analysis, the team will have generated a list of concerns, or gaps in practice, to be addressed during the planning process of the specialized court. Goals should ideally be SMARTER — that is, Specific, Measurable, Acceptable to those working to achieve the goals, Realistic, Extending the capabilities of those working to achieve the goals, and Rewarding to those individuals.

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GUIDELINES FOR CONDUCTING A SWOT ANALYSIS

Your team has collected data on various aspects of your jurisdiction’s present response to domestic violence in preparation for the creation of a specialized domestic violence court. Through this exercise, the team once again will review the information that has been collected and use it to identify and prioritize the gaps in practice. Analyze what you know across the following four areas:

Strengths Identifying your strengths is important for two reasons: It affirms the good work you are already doing and identifies assets upon which you can build. Examples may include an interested judiciary, a specialized probation supervision team, interagency collaboration, and specialized prosecution for domestic violence cases.

Weaknesses The weaknesses you identify are system gaps or areas for potential enhancement. These are the issues about which you should be most concerned, as they are the obstacles that stand between where you are now and where you want to be. Examples may include high case volume, excessive probation caseload, lack of batterer programs, inability of batterers to pay for programs, and victims not being notified of/receiving orders of protection/restraining orders.

Opportunities Your data collection efforts may have uncovered opportunities you had not yet considered. For example, you may have identified untapped resources, or discovered that your system is already operating efficiently at certain points in the court process. Examples of opportunities include training made available by victim service agencies and federal funding streams for new staff positions at probation or a victim service agency.

Threats It is also possible that you have identified threats to your work through your information collection process. For example, through your policy assessment you may have learned about case law of which you were unaware that impacts current practice, discovered best practice models that differ from your present policies, or you may encounter a political climate that is unfavorable toward your objectives.

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STEPS TO FOLLOW FOR SWOT ANALYSIS

You will want to consider each of these areas as you review what you know and identify your priorities for change. Use the steps below to guide your discussions.

- 1) Post four sheets of flip chart paper on the walls. Give each a separate label — “Strengths,” “Weaknesses,” “Opportunities,” and “Threats.”

- 2) Refer to each of your data collection reports and record the following on the appropriate flip chart pages:
 - Findings that reflect strengths in your system.
 - Findings that reflect weaknesses in your system.
 - Findings that reflect opportunities for your system.
 - Findings that reflect threats to your system.

- 3) Review the findings listed under “weaknesses.” Consider each and give team members a few minutes to indicate the items they deem of greatest importance. Have each person place a check mark on the flip chart next to the five findings they believe represent the greatest weaknesses in your current system. These priorities will become the first set of goals for your team. Keep the original list of weaknesses you may elect to pursue them later.

- 4) Be sure to keep the other lists produced through this exercise. You probably will want to revisit each as you continue to develop your goals and objectives. Refer to the lists of strengths and opportunities as you build strategies — use these as assets whenever possible. Continue to monitor the threats you have identified to make sure that they do not impede your progress.

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Guidelines for Setting Goals and Objectives



Identifying and prioritizing the goals and objectives of the court will be vital to determining what your domestic violence court will look like. The planning team may use information gathered during your analysis of current practice and/or your SWOT analysis as a guide during this process.

MISSION/GOALS

The goals you identify will articulate the overall mission and purpose of the court, rather than specific methods or numeric targets. When determining your mission, keep in mind that a goal:

- Is a broad statement;
- May be short, intermediate or long-term in nature;
- Provides overall focus, vision and direction; and
- Should be believable, attainable and based on identified needs.

For instance, most domestic violence courts define offender accountability and victim safety as their most important goals. Will your planning team incorporate these two goals as part of your mission? What additional goals will you include in your vision of the court? Other goals to consider include:

- Reducing recidivism;
- Educate the judiciary about domestic violence;
- Improving stakeholder collaboration in and outside of the justice system; and
- Addressing particular enforcement problems in your community.

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OBJECTIVES

Your team will also want to consider what objectives you will set for each of the goals you have identified for the court. Objectives explain how each goal will be achieved. When determining these measures, keep in mind that “SMART” objectives are:

- As Specific as possible;
- Measurable, in order to determine progress toward your stated goal(s);
- Achievable, given available time, staffing and resources — you don’t want to set your efforts up for failure by setting objectives that are not possible to accomplish;
- Relevant to the goals, needs and interests of the community; and
- Able to specify a Time-frame for when they will be accomplished.

For example, if victim safety is identified as a goal of the court, you may want to set an objective of linking 75 percent of victims to a victim advocate within the first year of operation. Other objectives might include:

- Holding biweekly compliance hearings on all offenders mandated to programs;
- Reducing the re-arrest rate within one year of domestic violence court intake; and
- Holding monthly court stakeholder meetings.

The team can use the following chart to assist in determining goals and corresponding objectives.

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GOALS AND OBJECTIVES EXERCISE

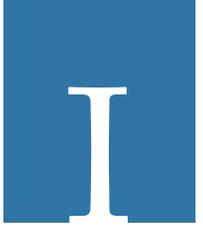
Goal	Objective	How will this objective be measured?	Timeframe

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Guidelines for Conducting a Caseload Analysis

Worksheet



In an effort to accurately measure the potential workload of the specialized domestic violence court, each planning team will need to conduct a careful review and analysis of cases eligible for adjudication in the domestic violence court. The process will consist of case identification and review to determine that all eligible cases will be properly identified and transferred to the part.

CASE IDENTIFICATION

Case identification is the process for flagging civil or criminal domestic violence cases as potentially eligible for transfer to the specialized court. The cases should fit within the definition of domestic violence outlined in your family/civil court procedure and/or criminal procedure law. Identifying these domestic violence cases is the essential first step in the process. Jurisdictions implementing courts that will be handling multi-jurisdictional matters will need to identify “overlapping” cases that are pending simultaneously in both criminal and civil courts or the total number of both civil and criminal domestic violence cases.

Planning teams may need to work closely with the state criminal justice agency, court staff, the county prosecutor’s office and local law enforcement to determine the best mechanism for identifying and tracking domestic violence cases. The following sources of information may prove helpful in the process:

- The state criminal justice agency;
- Order of protection petition and domestic violence complaint filings;
- Supporting depositions;
- Information on arrest reports;
- Information from the prosecutor’s office;
- Automated Case Management Systems; and
- Other domestic violence flags specific to your area.

Based on the recorded number of domestic violence cases, or cases overlapping in criminal and civil courts for one-family/one judge multi-jurisdictional court planners, the court planning team may now reasonably project the future domestic violence court caseload and the number of days of operation for the domestic violence court.

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Developing a Plan for Judicial Compliance Review

Worksheet



When developing a plan for judicial compliance review, you will want to consider the following issues:

- 1) Which mandated programs/agencies will the court use for monitoring purposes? How long are these programs? How will program quality be monitored and by whom? What will court protocol be for programs/agencies that are noncompliant with court information requests?
- 2) How will your court use graduated sanctions for non-compliance and compliance? Center staff can provide your team with sample graduated sanction schedules upon request.
- 3) How frequently will the court bring defendants/respondents/offenders back to court for monitoring?
- 4) How will all stakeholders be trained on the compliance rules for these programs/agencies?
- 5) What type of information will you request prior to each compliance review from these programs/agencies? When will you require that this information be sent? Center staff will provide your team with sample reporting forms upon request.
- 6) Will you receive additional information over and above program compliance, i.e. any reports from police, probation, parole or victim service agencies (with victim consent)?
- 7) Will reporting program/agency representatives appear at the compliance review calendar?
- 8) Who will be designated as responsible for requesting and receiving information from reporting programs/agencies not present at the compliance review calendar? How will it be provided to the judge?

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The first section of this worksheet focuses on laying the groundwork for whatever evaluation activities you pursue, the second section briefly describes the key components of a formal independent evaluation, and the third section concerns self-evaluation – what you can accomplish yourselves to monitor your project’s performance. As you will read, the goals and objective activities outlined in **Worksheet H** are key to conducting any analysis of your court.

SETTING GOALS TO MEASURE

There is no easy formula, but a general outline follows.

- Identify and prioritize domestic violence court goals: Goals identify the overall mission and purpose of the program, not specific methods or numeric targets. (See **Worksheet H**.)
- Identify the major objectives of your domestic violence courts. Objectives explain how each goal will be achieved. They need to be specific, realistic, and lend themselves to quantitative performance measures. If something you’ve contemplated as an objective cannot be quantified and measured, it should probably be revised or omitted. (See **Worksheet H**.)
- Develop a data collection plan to test whether you are meeting your objectives. (See **Worksheet C**.) Some courts may have standard (e.g., countywide or statewide) data collection systems that collect some of the information of interest (e.g., dispositions, sentences, resentences, re-arrest data, and protective order specifications). However, most courts are unlikely to have preexisting systems that collect much or even most of the information that matters to them. By developing simple spreadsheets or databases in programs such as Microsoft Excel, Microsoft Access, or Lotus, you can ensure your ability to track key indicators such as: whether each victim was linked to an advocate; what types of service referrals were made for each victims; on what date(s) offenders attended court for compliance monitoring appearances; offender violations of court-imposed conditions; sanctions or other actions taken when offenders are noncompliant (e.g., start over at program, return to court more often, probation violation hearing, or resentence to jail). Some data collection systems can become quite elaborate, but keep in mind that the more information your system is set up to contain, the more unwieldy, difficult, and time-consuming data entry is likely to be. It is better to start with a relatively simple system that collects the essentials than an overly cumbersome one that may not be used consistently in practice.
- Determine staff responsibilities for data collection and reporting. Once you’ve plotted out what you need to collect and what system will be used to do the collecting, delegate data entry and reporting responsibilities to specific staff.
- Determine the frequency and content of routine periodic reports. When your program first opens, there may be certain information that you’d like to see on a monthly or quarterly basis. Over time, such frequent reporting may be unnecessary, yielding to semi-annual or annual reporting schedules.

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CONDUCTING A FORMAL EVALUATION

An independent, standalone evaluation can provide an objective assessment of your project. Most evaluation activities fall within three categories:

PROCESS EVALUATION

A process evaluation helps answer how a domestic violence court has been planned and implemented. Such an evaluation typically gives a qualitative account of the court's goals, objectives, policies, operations, staffing and other resources, overall strengths, and barriers. Also, a process evaluation typically includes a quantitative portrait of basic descriptive and performance information – e.g., distribution of offender and victim demographics, relationship to each other, offender criminal history, charges, and other characteristics; number and percent of victims linked with services; distribution of dispositions and sentences imposed on offenders; percent of offenders were mandated to different types of programs (batterer program, substance abuse treatment, etc.); and program completion rates. Ideally, a good process evaluation will assess the fidelity of the program to its own operational plan, is the program working in practice the way it was drawn up, and will identify potential problem areas that might require changes in strategy. A sample process evaluation will be provided to your team upon request.

IMPACT EVALUATION

An impact evaluation describes the impact of the domestic violence court in achieving its goals. A proper impact evaluation must involve a comparison between cases processed in the domestic violence court and cases not processed in the court. The most popular method for identifying a comparison group in past domestic violence court evaluations, as was done in studies in Brooklyn, Milwaukee, Pittsburgh, and San Diego, has been to compare outcomes among offenders and victims in the domestic violence court to similar offenders and victims handled just before the domestic violence court opened. This is known as a “pre-post” design. Another common method is to compare outcomes in the domestic violence court to those obtained during the same period of time but in a nearby jurisdiction that does not have a domestic violence court. This is a “comparison site” design. When using such a design, it is important for the comparison jurisdiction to have very similar population demographics (e.g., indicating similarities in the race, income, and educational backgrounds of the offenders) and similar police, prosecutorial, court, and probation practices in all respects other than those directly stemming from the domestic violence court itself. Although justice system research often focuses on “recidivism” as the key bottom-line outcome in an impact evaluation, in a domestic violence court context, it may be as important to investigate impacts in other areas such as victim services, victim satisfaction, offender dispositions, sentences (e.g., jail, probation, or other), use of program mandates, orders of protection, and use of sanctions with offenders who fail to comply initially with court orders. The specific “impacts” under investigation should follow from the project's own goals and objectives, not from the interests or preconceptions of the evaluator. A sample impact evaluation design will be provided to your team upon request.

SELF EVALUATION

Domestic violence courts that have taken the steps outlined under the identifying goals section (see *Worksheet H.*) need not rely on a formal independent evaluation to obtain useful feedback on their project's performance. In following those steps, courts can arrive at a set of basic performance indicators tailored to their specific goals and objectives and measurable within existing or planned data collection systems. Performance indicators are numeric measures that directly follow from a program's objectives and typically begin with words such as “number of” or “percent of.” A sample self evaluation will be provided to your team upon request.

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Sample domestic violence court performance indicators are as follows:

VICTIM SERVICES AND SATISFACTION

- Number and percent of victims linked to advocates;
- Number and percent of victims referred to additional legal, employment, housing, immigration, or other services;
- Percent of victims perceiving that they were treated fairly and with respect by key court actors (police, prosecutor, judge, court staff). A victim satisfaction survey is a more complex undertaking than the collection of basic performance information and should be done, if not with an independent evaluator, with the assistance of a local domestic violence agency to ensure the safety and confidentiality of victim responses.

A sample victim satisfaction survey will be provided to your team upon request.

OFFENDER ACCOUNTABILITY

- Percent of cases with each type of dispositions/finding in civil cases;
- Percent of offenders receiving each type of sentence (i.e. jail, probation, conditional discharge, court monitoring, etc.);
- Percent of offenders mandated to a program; and distribution of program mandates by type (e.g., batterer program, substance abuse treatment, mental health treatment, etc.);
- Percent of offenders completing an assigned program mandate;
- Average number of pre-disposition and post-disposition monitoring appearances per offender;
- Average frequency of pre-disposition and post-disposition monitoring appearances (e.g., once every week, biweekly, monthly, etc.)
- Court responses to non-compliance such as: percent of noncompliant defendants re-sentenced to jail, percent of noncompliant defendants required to start program over, percent of noncompliance defendants required to report more frequently to court; and

VICTIM SAFETY AND OFFENDER RECIDIVISM

- Percent of cases with temporary and final orders of protection granted;
- Percent of cases re-arrested while under court supervision (e.g., while attending a court-mandated program);
- Percent of cases re-arrested within one year of domestic violence court intake;
- Victim reports of re-victimization. A survey of victim reports of re-victimization may be unfeasible without the assistance of a trained evaluator, and should involve consultation prior to implementation with evaluation professionals.

Note that the above are basic performance measures but cannot be used to estimate the impact or success of a program unless similar information is collected for a comparison group composed of victims and offenders that were not processed in a domestic violence court (see “formal evaluation” above).

Also note that your community may need to obtain approval from a local institutional review board (IRB) to survey victims, offenders and/or other individuals involved in cases within the domestic violence court.

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COMMUNITY COORDINATION AND COLLABORATION

- Number of stakeholders on planning or (after implementation) project team;
- Number of stakeholders on planning or project team per role (e.g., judge, prosecutor, defense, probation, police, victim service community, offender programs, resources coordinator, other project staff positions)
- Number of stakeholder meetings per year;
- Ratings of stakeholder attitudes and satisfaction with the level of collaboration among stakeholders and with the project's implementation and effects; and
- Number of new protocols developed per year in response to stakeholder discussions.

CASE PROCESSING

- Number of domestic violence cases filed in the domestic violence court;
- Number of domestic violence cases disposed;
- Average time from case origin to case disposition; and
- Average number of appearances per case.

OTHER USEFUL PROGRAM PARTICIPANT INFORMATION

- Offender background characteristics (e.g., demographics, charges, criminal history, order of protection history); and,
- Family demographic information.

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